

**RIO DELL CITY COUNCIL
REGULAR MEETING
APRIL 21, 2009
MINUTES**

The Regular Meeting of the Rio Dell City Council was called to order at 6:30 P.M. by Mayor Woodall.

ROLL CALL: Present: Mayor Woodall, Councilmembers Barsanti, Dunker, Marks, and Thompson

Others Present: City Manager Flemming, Finance Director Beauchaine, Acting Director of Public Works Jensen, City Clerk Dunham, and Public Works Administrative Assistant Ralston

Absent: Chief of Police Hill

CEREMONIAL MATTERS

Proclamation in Support of Earth Day – April 22, 2009

Public Works Administrative Assistant Ralston read the proclamation in support of Earth Day and focused everyone's attention of the Rio Dell Earth Day t-shirts worn by Councilmembers and staff. She announced that staff and volunteers would be taking a proactive role on Earth Day by planting flowers and weeding the areas on or around City Hall with the goal of inspiring others to join in efforts to protect and preserve our natural environment.

CONSENT CALENDAR

Motion was made by Thompson/Dunker to approve the consent calendar including the minutes of the March 10, 2009 Study Session; the minutes of the March 11, 2009 Special Meeting; the minutes of the March 17, 2009 Special Meeting; the minutes of the March 17, 2009 Regular Meeting; and the check register including the general check register for check numbers 27028-27099 totaling \$101,438.49; and the payroll check register for check numbers 14625-14647 totaling \$24,758.01. Motion carried 5-0.

ORDINANCES/SPECIAL RESOLUTIONS

Conduct Second Reading (by title only) and Approve Ordinance No. 261-2009 Adopting a Code of Ethics

Finance Director Beauchaine explained that the implementation of an Ethics Policy for the City was recommended as an internal control measure by the City's auditors. She said the proposed

APRIL 21, 2009 MINUTES

Page 2

ordinance was introduced and read by title only at the April 7, 2009 regular meeting; and tonight the ordinance is being brought before the Council for its' second reading and adoption. She stated the proposed Code of Ethics is intended to promote the highest standards of conduct and to establish a framework for measuring professional municipal relations and the ethical responsibility of all City of Rio Dell officials.

Motion was made by Barsanti/Thompson to conduct the second reading (by title only) and approve Ordinance 261-2009 adopting a Code of Ethics. Mayor Woodall read the ordinance by title only and opened a Public Hearing to receive public comment on the proposed ordinance. There being no public comment, the public hearing closed. Motion then carried 5-0.

Conduct Second Reading (by title only) and Approve Ordinance No. 262-2009 Re-establishing the Position of Building Official and Adopting Building Codes and Fees

Finance Director Beauchaine explained the proposed ordinance was introduced and read (by title only) at the April 7, 2009 regular meeting; and tonight the proposed ordinance is being brought before the Council for its' second reading and adoption.

Motion was made by Dunker/Marks to conduct the second reading (by title only) of Ordinance No. 262-2009 Re-establishing the Position of Building Official and Adopting Building Codes and fees. Mayor Woodall read the ordinance by title only.

Mayor Woodall opened a public hearing to receive public comment on the proposed ordinance.

Dave Gonzales asked if the City had a Building Official designation; Finance Director Beauchaine stated that the position is designated as a contract position at this time. There being no public comment, the public hearing closed.

Councilmember Barsanti asked if there were any changes or corrections to the ordinance from the first draft; Beauchaine verified the proposed ordinance was the same as introduced at the last meeting.

Motion then carried 5-0.

Approve Resolution No. 1044-2009 Designation of Authorized Representatives State Water Resources Control Board for the Wastewater Project Entitled Solids and Disinfection Management

City Manager Flemming stated the City is in the process of filing for a financial assistance agreement application to SWRCB and they are requiring that we submit a resolution listing the City's authorized representatives. She explained this resolution will re-designate the City Manager and Finance Director as authorized representatives of the City in matters associated with State Water Resources Control Board Funding for the wastewater project entitled Solids and Disinfection Management.

APRIL 21, 2009 MINUTES
Page 3

Motion was made by Barsanti/Dunker to approve Resolution No. 1044-2009 *Designation of Authorized Representatives State Water Resources Control Board for the Wastewater Project Entitled Solids and Disinfection Management City of Rio Dell*. Motion carried 5-0.

SPECIAL CALL ITEMS

Conduct Public Hearing on Unmet Transit Needs

City Manager Flemming stated this public hearing is the first step in the application process for acquiring the City's annual TDA allocation.

Mayor Woodall opened the public hearing at 7:03 P.M. to receive public input on unmet transit needs.

There being no public comment, the public hearing closed at 7:04 P.M.

Authorize the Chief of Police to Submit an Application for Funding Through the US Department of Justice Edward Byrne Competitive Grant Program

Finance Director Beauchaine reported on behalf of Chief Hill stating that funding has become available through the Edward Byrne Memorial Competitive Grant Program as part of the American Recovery and Reinvestment Act which makes the Police Department eligible to submit an application for funding to hire a Community Services Officer to augment the department's workforce with the goal of making sworn officers more available to reduce and prevent crime. The grant would fund the salary and benefits for the position for up to 24 months.

She noted the deadline to submit grant applications is April 27, 2009.

Councilmember Marks asked what the financial impact to the City would be; Beauchaine explained there would be no financial impact at this time since she and the Chief would be completing the application. She noted any future financial impacts would be confirmed prior to the Council's approval of the acceptance of any grant award.

Motion was made by Dunker/Marks to authorize the Chief of Police to submit an application for funding through the US Department of Justice Edward Byrne Competitive Grant Program. Motion carried 5-0.

Approve Scope of Services Between Winzler & Kelly and the City of Rio Dell for Wastewater Irrigation Site Specific Soils Investigation

Finance Director Beauchaine stated this item was pulled from the agenda as well as the following Scope of Services for the Groundwater Evaluation because of new information regarding funding of the City's Wastewater Infrastructure Project suggesting a Special Study Session be scheduled as soon as possible to address the issues.

APRIL 21, 2009 MINUTES

Page 4

A Study Session was scheduled for April 28, 2009 at 5:30 P.M.

Authorization for Council to Incur Travel Expense for L.O.C.C. Meeting in Lakeport

Finance Director Beauchaine stated the Finance Department had received two travel and training expense reimbursement forms from Council, and as requested by Council, were submitted for approval prior to the incurrence of the travel expense.

Councilmember Thompson stated that he understood that approval would not be necessary for local travel such as Lakeport; Beauchaine stated the Council had appropriated funds in the amount of \$790.00 remaining in the City Council Department Budget and that the travel expenses for these two meetings would exceed that amount by over \$500.00, thus needing Council approval.

For the purpose of discussion, motion was made by Dunker/Marks to approve the request for Councilmember Dunker to incur travel expenses in an amount not to exceed \$1,310.10.

Councilmember Barsanti asked if both of these meetings were on the priority list as previously submitted by Councilmember Dunker and if the expense was budgeted; Beauchaine noted they were on the list of meetings to attend as priority and reiterated that the amount remaining in the Council's budget was \$790.00.

Councilmember Thompson asked Councilmember Dunker if he had an idea of the agenda items to be discussed at the L.O.C.C. Statewide Policy Meeting in Sacramento, more specifically if assessment districts or anything pertaining to streets and drainage would be discussed.

Councilmember Dunker noted that infrastructure needs would be discussed. Councilmember Thompson also commented that often times Cities send their City Manager to these types of meetings and wondered if any local City Managers would be attending and could report back to other City Managers at the local City Manager's meetings rather than incurring added expense to send a Councilmember.

Councilmember Barsanti stated that volunteer time is very important to the City and thanked Councilmember Dunker for the numerous hours he spends volunteering. He said he had no problem with approving the travel expense for the Lakeport meeting since it was within the Council budget however the Council would need to address the issue of the expenses for the Sacramento meeting.

Motion then carried 4-1 with Councilmember Marks casting the dissenting vote.

Mayor Woodall then called for a motion on approval to incur travel expenses for the League of California Cities Statewide Policy Meeting in Sacramento; no motion was made.

PUBLIC PRESENTATIONS

John Lane, 1249 Riverside Dr., addressed the Council regarding a volunteer project he was working on with Councilmember Thompson to scan and organize the City Deeds, Easements and other legal documents kept in the City's safe so that those original documents can be preserved and placed in the City Records Storage area along with other important documents stating that they began the scanning on Saturday and were able to complete approximately one-third of the documents. He thanked the City Council for permitting him to work on such a worth while project and said they would be reporting back to the Council upon completion of the project.

Councilmember Dunker asked Mr. Lane who authorized them to proceed with this project; Councilmember Thompson stated that records of Deeds and Easements became of interest to him a few months ago and as a result spoke to the City Manager and discussed the idea of continuing with scanning of important City documents and putting them on the Cities computers in PDF format so they can easily be searched, as he had previously done with the City's ordinances and resolutions. He said he worked with the City Clerk to help facilitate that plan as she also felt it would be very beneficial to the City. He asked if any Councilmember objected to them proceeding with the project; no objections were noted. City Manager Flemming clarified that the City Clerk was aware they would be working in City Hall on Saturday and had removed the necessary documents from the safe that were to be scanned and there was no problem except that neither the police department nor some of the Council members were informed of what was going on, which raised questions. She suggested in the future that everyone be informed to avoid unnecessary concern.

REPORTS/STAFF COMMUNICATIONS

City Manager Flemming reported on recent activities and meetings and said she had participated in some very productive meetings with landowners for the proposed Wastewater Facility site and felt very positive with the way the project was progressing.

Acting Director of Public Works Jensen reported on recent activities in the public works department and said thanks to the efforts of HCAOG, the County allocated money to Cities for funding of infrastructure projects through the Stimulus Program which will allow the city to move forward with its current infrastructure projects.

Finance Director Beauchaine reported on recent activities in the finance department and said that infrastructure is at the forefront and congratulated Winzler and Kelly and the public works department for a job well done in helping to secure Stimulus funding through HCAOG. She also reported she was working with the Chief of Police on a COPS grant application for funding of three additional police officers as well as the application for the Community Services Officer; said she would be scheduling another study session regarding the Employee Handbook; and said she would be prepared to make a budget presentation at the May 5, 2009 regular meeting.

Lastly, she announced she received good news today that the City's Headwaters Grant application for a food processing facility was approved.

COUNCIL REPORTS/COMMUNICATIONS

Councilmember Dunker reported on the League of California Cities Legislative Action Days meeting he attended in Sacramento stating that the legislators in attendance gave the League representatives the indication that they will support the League's position and not use local government funds to balance the State Budget even under the Emergency Clause and as an alternative, would be working on securing a loan.

Councilmember Marks asked Finance Director Beauchaine if the workshop on Governmental Accounting would still be taking place on June 10th, stating she would like to participate; Beauchaine stated a CPA firm would be conducting the workshop and encouraged all Councilmembers and staff to attend.

ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 7:58 to the April 28, 2009 Special Meeting.

Julie Woodall, Mayor

Attest:

Karen Dunham, City Clerk